

Approved Minutes
BROOKFIELD PLANNING COMMISSION
THURSDAY, October 4, 2012 7:30 PM
MEETING ROOM #133 – TOWN HALL, 100 POCONO ROAD

1. **Convene Meeting:** Chairman J. Van Hise convened the meeting at 7:30 p.m. and established a quorum of members: J. Van Hise, Chairman; A. Kerley, Vice Chairman; D. Frankel, Secretary; Regular Member P. Conlon; Alternate L. Taylor.* Alternate N. Tolmoff arrived at 7:33 p.m. Also present: Town Director of Public Works R. Tedesco, and Recording Secretary, J. Llewellyn.

*L. Taylor was appointed a voting member.

Absent: Regular Member R. Baiad.

2. **Review Minutes of Previous Meetings: 09/20/12:** A motion was made by A. Kerley, seconded by P. Conlon, to approve the Minutes of 9/20/12 as submitted. Motion carried 4-0-1 with J. Van Hise abstaining (not present at this meeting).

3. **New Business:** There was none at this meeting.

4. **Minutes of Other Boards & Commissions:**

09/13/12 Zoning: The Commission noted that Zoning held elections and R. Blessey is now Chairman; M. Grimes, Vice Chairman; F. Lollie, Secretary. L. Miller is a member of this Commission as well (formerly Inland Wetlands).

At this point, 7:33 pm., N. Tolmoff, Alternate, arrived.

- **09/24/12 Inland Wetlands:** Approved Laurel Hill Road Incentive Housing; still working on 101 Obtuse Hill Road: will be conducting a site walk. An extension has been granted by the applicant. Also working on River View luxury condominiums.

5. **Correspondence:**

a. **Memo from K. Destefanis to K. Daniel Re: Request for Authorization Under the General Permit for Diversion of Water of Consumptive Use dated 08/31/12 Permit Application Transmittal Form & Packet of Information (on cart):**

Information packet from Leggette, Bradshaws and Graham, Inc., reviewed by the Chairman. Submitted by Aquarion Water, which is applying for permit for Towne Brook Condominiums. Chairman Van Hise asked K. Daniel for her comments on this, or whether or not it is subject to the Town Engineer's review. He noted the scientific/engineering information in there that he felt should be interpreted by someone more qualified in these areas.

b. **Memo from Zoning Commission to Planning Commission dated 09/24/12 Re: Proposed Zoning Regulation Change Application #201200843: Section 242-202 Definitions – Open Space:** The word "roof" has been deleted. deleted the word "roof".

A motion was made by A. Kerley to send a memo to the Zoning Commission stating that the Planning Commission has reviewed the proposed zone change, Application #201200843: Section 242-202 Definitions Open Space, and that this Commission looks favorably on this. L. Taylor seconded the motion which carried unanimously.

c. **Memo from Zoning Commission to Planning Commission dated 09/24/12 Re: Proposed Zoning Regulation Change Application #201200836: Section 242-501G(11)**

– Industrial and Commercial Districts Special Conditions: Restaurant, cocktail lounge, cabaret & Section 242-202 – Definitions: Drive-Through Restaurant

The Commission requests a clarification before voting, specifically asking to clarify “drive-in” vs. “drive through”. Please send a rationale for the proposed change. Were these changes simply clerical, or is there a regulation change? Nearly every kind of restaurant offers some kind of take-out service, so how would this affect them?

d. **Memo from Zoning Commission to Planning Commission dated 09/24/12 Re: Proposed Zoning Regulation Change Application #201200835: Section 242-306F(7) and 242-306G(6) – special event signs in commercial establishments and shipping centers:** This proposed regulation was reviewed and a motion was made by P. Conlon, asking that a memo be sent to the Zoning Commission, stating that the Planning Commission looks favorably upon Application #201200835, Section 242-306F(7). The motion was seconded by A. Kerley and carried 4-0-1 with D. Frankel abstaining.

e. **Memo from Zoning Commission to Planning Commission dated 09/24/12 Re: Proposed Zoning Regulation Change Application #201200834: Section 242-308C(2): Temporary permit for carnivals, etc. :** A motion was made by P. Conlon to send a memo to the Zoning Commission stating that the Planning Commission looks favorably upon the proposed regulation change, Application #201200834, Section 242-308C(2), with regard to temporary permits for carnivals, etc. The motion was seconded by L. Taylor and carried 4-0-1.

6. **Informal Discussion:**

- a. The Commission thanked K. Daniel for the Four Corners brochure.
- b. The Commission will discuss its holiday party at the next meeting.

7. **Tabled Items: There were none at this meeting.**

8. **Adjourn: A motion to adjourn at 8:14 p.m. was made by A. Kerley, seconded by P. Conlon and carried unanimously.**

J. Van Hise, Chairman